

ACCOUNTABILITY INSTRUCTIONS

1. Retention or Transfer of Accountability.

a. The Government is required to retain property accountability for all GFE and Assets being modified/repaired. Army Regulations implement the Federal Acquisition Regulation (FAR) and govern the practices and procedures necessary for recording receipts discrepancies, inventories, adjustments, and shipments by the contractor.

2. Point of contact for accountability.

Associate Deputy Commodity Business Operations/
Rock Island Site Manager
Rock Island, IL 61299-7630
Commercial Phone: (309) 782-5291

3. Material Receipt by Contractor.

a. Reporting of receipts: The Contractor shall receive assets from the Government and shall perform an inspection and inventory within the time specified by DD Form 1423. Assets received shall be reported by NSN, quantity, condition code, document number, and serial number of receipt in accordance with DD Form 1423, DI-MGMT-80442. Reporting data may be obtained from DD Form 1348-1A accompanying the receipt, from other documentation provided, or from Accountable Activity POC as follows:

Associate Deputy Commodity Business Operations/
Rock Island Site Manager
Rock Island, IL 61299-7630
Commercial Phone: (309) 782-6396

b. Discrepancy Reporting: Discrepancies shall be distinguished and reported as one of the following:

(1) Transportation type discrepancy: This discrepancy is evident when materiel received disagrees with the condition, quantity, or type from that property described on the bill of lading or other transportation document. See DI-MGMT-80544A.

(2) Shipping type discrepancy: This discrepancy is evident when freight is opened and the contents do not agree with the supply shipping documents. See DI-MGMT-80503, Report of Shipping (Item) and Packaging Discrepancy.

(3) All data/reports are to be submitted electronically utilizing E-mail with attachments of MSWORD, MICROSOFT EXCEL, or Flat Text file software packages. If the contractor is unable to E-Mail reports, they may be submitted on a 3 1/2 1.44M disk.

DID's ARE LOCATED ON THE WEB AT: <http://astimage.daps.dla.mil/quicksearch>

Attachment 004

(4) Transactions may also be transceived by AUTODIN utilizing address routing indicator code RUQADUE with content indicator code AHAE.

c. Status of Modifiable Assets: The status of modifiable assets shall be provided by the Report of Receipts, Adjustments, Inventory and Shipments. See DI-MGMT-80442.

4. Shipment of Modified Items.

a. General: Upon completion of modification, the Contractor shall retain/store the assets until shipping instructions are received from the Government.

b. Disposition may be prearranged for delivery to a specific depot with a provision for exception.

5. Materiel inspection and receiving report: The Contractor shall use DD Form 1348-1A, DOD Single Line Item Release/Receipt Document, for return of materiel. It is imperative that the Contractor, in completing the DD form 1348-1A, perpetuate the document number, serial number, and NSN (unless reidentified) from the incoming shipping document, DD Form 1348-1A. These return instructions must be complied with except when other modifying instructions are authorized by the Associate Deputy Commodity Business Operations/Rock Island Site Manager. These exceptions will be handled on a case-by-case basis and the Contractor will be provided with amended shipping instructions, as required. Copies of all DD Forms 1348-1A shall be mailed to the following:

Associate Deputy Commodity Business Operations/
Rock Island Site Manager
Rock Island, IL 61299-7630
Commercial Phone: (309) 782-5291

DOCUMENT SUMMARY LIST
STATEMENT OF WORK

DOCUMENT CATEGORY

CATEGORY 1 - The requirements contained in the directly cited document are contractually applicable to the extent specified. Unless otherwise specified in the solicitation, contract or contract modification, all requirements contained in reference and subsequently referenced documents are contractually for guidance and information only.

CATEGORY 2 - The requirements contained in the directly cited document and the reference documents identified in the directly cited document are contractually applicable to the extent specified. Unless otherwise specified in the solicitation, contract or contract modifications, all requirements contained in the subsequently referenced documents within reference documents are contractually for guidance and information only.

CATEGORY 3 - Unless otherwise specified in the solicitation, contract or contract modifications, all requirements contained in the directly cited document and all reference and subsequently referenced documents are contractually applicable to the extent specified.

DOCUMENT NUMBER (CONTRACT REFERENCE) APPLICABLE TAILORING	DOCUMENT SUMMARY	DOCUMENT DATE/ DOCUMENT CATEGORY
1. FAR PART 45 (ACCTBY INST, para 1b)	Federal Acquisition Regulation	1 Apr 84 Cat 3
2.A N/A (ACCTBY INST, para 3b(1))	Statement of Work	N/A Cat 2
2.b. DI-MGMT-80544A (Sequence A001)	Transportation Discrepancy Report	8 Nov 90 Cat 1
3.a. N/A (ACCTBY INST, para 3b(2))	Statement of Work	N/A Cat 2

attachment 005

3.b. DI-MGMT-80503 (Sequence A002)	Report of Shipping (Item) and Packaging Discrepancy	30 Dec 87 Cat 1
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4.a. N/A (ACTTY INST., para 3a,c,4.9)	Statement of Work	N/A Cat 2
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4.b. DI-MISC-80442 Report of receipts, Inventory, Adjustments, (Sequence A003) and Shipments of Government Property	17 Sep 87 Cat 1
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DATA ITEM DESCRIPTION			Form Approved OMB No. 0704-0188	
2. TITLE Transportation Discrepancy Report		1. IDENTIFICATION NUMBER 80544A DI-MGMT-80554		
3. DESCRIPTION/PURPOSE 3.1 This report provides information about discrepancies found in Government shipments. The data is used to document discrepancies and adjust property records, request information to assist in resolving discrepancies, support filing of loss and damage claims against carriers and provide discrepancy data for use as a management tool in transportation discrepancy prevention programs.				
4. APPROVAL DATE (YYMMDD) 880329	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) F/AFSPACECOM-LKTT	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
7. APPLICATION/INTERRELATIONSHIP 7.1 This data item description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract. 7.2 This DID is applicable to O&M contracts wherein the contractor is responsible for the operation of transportation facilities. A copy of reference document may be obtained as specified in the contract.				
8. APPROVAL LIMITATION	9a. APPLICABLE FORMS Standard Form 361	9b. AMSC NUMBER F4364		
10. PREPARATION INSTRUCTIONS 10.1 <u>Reference document.</u> The applicable issue of the document cited herein, including its approval date and dates of any applicable amendments, notices, and revisions shall be as specified in the contract. 10.2 <u>Format and content.</u> The report shall be prepared on Standard Form 361, Transportation Discrepancy Report. A copy of the form is provided in the reference document. (Reference Army Regulation 55-38/Naval Supply Instruction 4610.33/Air Force Regulation 75-18/Marine Corps Order P4610.19/Defense Logistics Agency Regulation 4500.15, Appendix E for guidance.)				
11. DISTRIBUTION STATEMENT DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.				

DATA ITEM DESCRIPTION		Form Approved OMB No 0704-0188	
1 TITLE REPORT OF SHIPPING (ITEM) AND PACKAGING DISCREPANCY		2 IDENTIFICATION NUMBER DI-MGMT-80503	
3 DESCRIPTION/PURPOSE <p>3.1 This report enables the contractor to notify the Government when freight contents do not agree with shipping documents.</p> <p>3.2 The principal uses of this report are to provide the basic documents required to (a) support adjustment of property and financial inventory accounting records and (b) provide information as a basis for claims.</p>			
4 APPROVAL DATE <small>(YYMMDD)</small> 871230	5 OFFICE OF PRIMARY RESPONSIBILITY (OPR) A/AMSHC-PMD	6a DDC APPLICABLE	6b GDSF APPLICABLE
7 APPLICATION/INTERRELATIONSHIP <p>7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data generated by the specific and discrete task requirement for this data included in the contract.</p> <p>7.2 This DID is applicable when contractors receive Government materiel during performance of defense contracts.</p>			
8 APPROVAL LIMITATION		9a APPLICABLE FORMS SF 364	9b AMSC NUMBER A4284
10 PREPARATION INSTRUCTIONS <p>10.1 <u>Format.</u> Requested information shall be provided on SF 364. (See Figure 1)</p> <p>10.2 <u>Content.</u></p> <p>10.2.1 Indicate whether shipping discrepancy or packaging discrepancy by placing an "X" in appropriate box at top of form. Mailing envelopes shall be conspicuously marked "SF 364."</p> <p>10.2.2 <u>Item 1 - DATE OF PREPARATION.</u> Report is prepared in sequence of year, month, and day. This sequence should also be used in all date entries. For example, March 23, 1987, is written 87 MAR 23 and June 1, 1987, is written 87 JUN 01.</p> <p>10.2.3 <u>Item 2 - REPORT NUMBER.</u> The REPORT NUMBER is made up of the contract DOD Activity Address Code (DODAAC), followed by a four digit number. This four-digit number will start with 0001 and go to 9999 or to the end of the calendar year. The first number of each year will always be 0001.</p> <p>10.2.4 <u>Item 3 - TO.</u> In-the-clear Name, Address, ZIP Code and DODAAC or Routing Identifier Code (RIC) and attention symbol or code of action activity. When both shipping-type (item) discrepancies and packaging discrepancies are reported for the same item, enter "see item 15" and enter addresses or codes of both action activities in item 15.</p> <p style="text-align: right;">(Continued on Page 2)</p>			
11 DISTRIBUTION STATEMENT <p>DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.</p>			

Attachment 007

Block 10, Preparation Instructions (Continued)

10.2.5 Item 4 - FROM. Name, address and ZIP code of the reporting activity (consignee). The "in-the-clear" address will be entered.

10.2.6 Item 5a - SHIPPER'S NAME. Enter name and address of shipper (consignor) when different from item 3.

10.2.7 Item 5b - NUMBER AND DATE OF INVOICE. Enter number and date of vendor's invoice or shipper's bill number. Attach copy of invoice to SF 364. (Not applicable to packaging discrepancies).

10.2.8 Item 6 - TRANSPORTATION DOCUMENT. Enter the type of transportation document, Government bill of lading (GBL), commercial bill of lading (CBL), manifest, waybill, insured or certified parcel post number, or transportation control and movement document (TCMD) and the identifying number assigned to such document. This is a mandatory entry when shipment received was made via traceable means (e.g., GBL, CBL). Further, for shipment (item) type discrepancies, include following statement in item 12-- "Shortage has been verified as not being transportation related."

10.2.9 Item 7a - SHIPPER'S NUMBER. Enter shipment number (when more than one shipment is made under a contract or requisition) and contract or document number (e.g., contract, purchase order).

10.2.10 Item 7b - OFFICE ADMINISTERING CONTRACT. Name, Address, and ZIP Code of the contract administration office (CAO) which directed or arranged shipment.

10.2.11 Item 8 - REQUISITIONER'S NUMBER. Enter the requisitioning activity's number (e.g., requisition, purchase request). Entry of the applicable requisition document number is mandatory in all instances, even though a contract or purchase order is involved.

10.2.12 Item 9a - NSN OR PART NUMBER AND NOMENCLATURE. If item received is different from item shown on shipping documents, or different from item ordered, show each item on a separate line. For serial numbered principal items, list the item individual serial number first, followed by the discrepancies applicable to that serial number.

10.2.13 Item 9b - UNIT OF ISSUE. Enter unit of issue as billed or indicated on shipping document for each item listed in item 9a. (Not applicable to packaging discrepancies.)

10.2.14 Item 9c - QUANTITY SHIPPED OR BILLED. Enter quantity of item shipped or billed. When code C1 is applicable, enter the quantity and the supply condition code of the item when shipped (e.g., 980A), as shown on the shipping document. (Not applicable to packaging discrepancies.)

10.2.15 Item 9d - QUANTITY RECEIVED. Enter quantity of item received.

10.2.16 Item 10a - DISCREPANCY QUANTITY. Enter the discrepant quantity. If code C1 is applicable, enter the quantity and the supply condition code of the item received. If total quantity received is classified under more than one condition code, enter separately each partial quantity so classified, followed by the applicable condition code (e.g., 960A, 20F).

10.2.17 Item 10b - DISCREPANCY UNIT PRICE. Enter the unit price as billed or shown on shipping document. (Not applicable to packaging discrepancies.)

10.2.18 Item 10c - DISCREPANCY TOTAL COST. For shipping-type (item) discrepancies, enter the total value of materiel (10a x 10b). For packaging deficiencies, enter cost of correct item.

Block 10, Preparation Instructions (Continued)

10.2.19 Item 10d - DISCREPANCY CODE. Nature of discrepancy using the discrepancy codes listed on the face of the form. If a condition exists that is not listed, use code Z1 and describe discrepancy in item 12, remarks.

10.2.20 Item 11 - ACTION CODE. Enter requested action from codes listed on face of the form. If action is other than those covered by listed action codes, use code 12 and explain action requested in item 12, remarks.

10.2.21 Item 12 - REMARKS. Use for any supplemental information where the combination of discrepancy codes and action codes needs clarification; where shipping-type (item) discrepancies and packaging discrepancies need explanation, and where a breakout of cost to reports in terms of time and materials is required. Also enter specific data such as appearance, lot or batch number, manufacture or packaging date, inspector number and inspection date, probable cause of improper packaging, and suggested corrective action. When reporting shortages or nonreceipt of items shipped by parcel post to GSA, a statement must be included in item 12 to indicate whether all packages shown as shipped in item 5 of GSA Form 1348-1 were received. Include telephone number (Automatic Voice Network (AUTOVON) and commercial) of the individual to be contacted for additional information if different from item 14a. If medical material requiring refrigeration or frozen storage is involved, provide the information requested on the special instruction sheet which is included with shipments of such material. Provide photos where it would assist the shipping activity in determining the cause of the discrepancy or deficiency. For component shortages to principal items, sets, kits and outfits; cite the reference(s) used, to include the effective date and change number, to determine the shortage (i.e., a hand receipt, packing list, technical manual drawing or supply catalog). Receiving activities should emphasize the use of packing lists whenever available for the determination of shortages.

10.2.22 Item 13 - FUNDING AND ACCOUNTING DATA. For packaging discrepancies, enter the accounting or appropriation data needed by the action activity to credit the account of the reporting activity for costs involved in correcting the reported discrepancies. This item does not apply to shipping-type (item) discrepancies.

10.2.23 Item 14a - TYPED OR PRINTED NAME, TITLE AND PHONE NUMBER OF PREPARING OFFICIAL. Self-explanatory. When non-DOD action activities are involved include both commercial and AUTOVON numbers.

10.2.24 Item 14b - SIGNATURE. Self-explanatory.

10.2.25 Item 15 - DISTRIBUTION ADDRESSES FOR COPIES. The reverse of SF 364 is to be completed by the action activity.

10. PREPARATION INSTRUCTIONS (Continued)

At the time this DID was approved, revision of this form to display the appropriate OMB Control Number was forthcoming.

REPORT OF DISCREPANCY (ROD)				1. DATE OF PREPARATION		2. REPORT NUMBER																											
<input type="checkbox"/> SHIPPING <input type="checkbox"/> PACKAGING																																	
3. TO (Name and address include ZIP Code)				4. FROM (Name and address include ZIP Code)																													
5a. SHIPPER'S NAME				5b. NUMBER AND DATE OF INVOICE		6. TRANSPORTATION DOCUMENT NUMBER (BIL, Report, TCR, etc.)																											
7a. SHIPPER'S NUMBER (Purchase Order/shipment, Contract, etc.)				7b. OFFICE ADMINISTERING CONTRACT		8. REQUISITIONER'S NUMBER (Requisition, Purchase Account, etc.)																											
<table border="1"> <thead> <tr> <th colspan="6">9. SHIPMENT, BILLING, AND RECEIPT DATA</th> <th colspan="2">10. DISCREPANCY DATA</th> <th rowspan="2">11. ACTION CODE</th> </tr> <tr> <th>NEW/PART NUMBER AND NOMENCLATURE (a)</th> <th>UNIT OF ISSUE (b)</th> <th>QUANTITY SHIPPED/BILLED (c)</th> <th>QUANTITY RECEIVED (d)</th> <th>QUANTITY (e)</th> <th>UNIT PRICE (f)</th> <th>TOTAL COST (g)</th> <th>CODE (h)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>								9. SHIPMENT, BILLING, AND RECEIPT DATA						10. DISCREPANCY DATA		11. ACTION CODE	NEW/PART NUMBER AND NOMENCLATURE (a)	UNIT OF ISSUE (b)	QUANTITY SHIPPED/BILLED (c)	QUANTITY RECEIVED (d)	QUANTITY (e)	UNIT PRICE (f)	TOTAL COST (g)	CODE (h)									
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11. REMARKS (Continue on additional sheet of paper if necessary)																																	

1. DISCREPANCY CODES		2. ACTION CODES	
DEFINITION OF MATERIAL G1 - In condition other than that indicated on transportation document G2 - Quantity differs from shipment SUPPLY DOCUMENTATION G1 - Not required G2 - Issued by authorized G3 - Issued without authority (OMB) when receipt cannot be properly UNDELIVERED MATERIAL G1 - Returned to sender OVERSIGHT/OMISSIONS G1 - Quantity in excess of that on receipt document G2 - Quantity in excess of that requested (Other than out of stock) PACKING DISCREPANCY G1 - Improper packaging G2 - Improper marking G3 - Improper unitization	PRODUCT QUALITY DEFICIENCIES G1 - Defective material (Applicable to Great Air and Fuel contracts only) SHORTAGE OF MATERIAL G1 - Quantity less than that on receipt document G2 - Quantity less than that actually received (Other than out of stock) G3 - Improper or loose unit shipments ITEM TECHNICAL DATA DEFICIENCIES (Such as Lot Mark, Operating Handbook, Special Instructions, etc.) T1 - Missing T2 - Incorrect or outdated T3 - Preliminary operational markings missing T4 - Production date missing or incomplete T5 - Incompletely reporting date missing or incorrect T6 - Quantity data missing T7 - Weight from quantity requested item as a separate entry in item 9 above? T8 - Incorrect item received T9 - Incorrect item substitute OTHER DISCREPANCIES Z1 - See remarks	2A - Disposition instructions requested (Reply on receipt) 2B - Material being returned (See remarks) 2C - Issuing supply documents 2D - Issuing receipt 2E - Material still required outside country (Not applicable to FMS) 2F - Local purchase material to be returned at supplier's expense unless disposition instructions to the country are received within 15 days (Reply on receipt) (Not applicable to FMS) 2G - Material (Material requested) (Not applicable to FMS) 2H - Material not received from to be re-processed. 2I - No action required. Information only 2J - Other action requested (See remarks)	
11. PURCHASING AND ACCOUNTING DATA			
13a. TYPE OF PRINTED NAME, TITLE, AND PHONE NUMBER OF PREPARING OFFICIAL		13b. SIGNATURE	
14. DISTRIBUTION ADDRESSES FOR COPIES			

FIGURE 1. Report of Discrepancy

10. PREPARATION INSTRUCTIONS (Continued)

16. FROM		17. DISTRIBUTION ADDRESSES FOR COPIES	
18. TO:		<p>Use window envelope to mail this document. Insert name and address, including ZIP Code, starting one typing space below the left dot. Each address line must NOT extend beyond right dot. Address must not exceed four single space typing lines.</p>	

19. IN ACCORDANCE WITH NOTICE OF DISCREPANCY ON FACE OF THIS FORM			
1. <input type="checkbox"/> MATERIAL HAS BEEN SHIPPED 2. <input type="checkbox"/> AN ADJUSTMENT IN BILLING HAS BEEN MADE 3. <input type="checkbox"/> AN ADJUSTMENT IN BILLING FOR THE REPORTED DISCREPANCY WILL NOT BE PROCESSED FOR THE FOLLOWING REASON WHICH IS CITED IN THE INDICATED REGULATION.	4. <input type="checkbox"/> NO RECORD OF SHIPMENT. SUBMIT REPORT TO PROPER OFFICE UNDER APPROPRIATE REGULATION. 5. <input type="checkbox"/> INVOICE BILL ATTACHED 6. <input type="checkbox"/> PROOF OF DELIVERY (When Per Shipment or Evidence of Shipment Included)	7. <input type="checkbox"/> CREDIT 8. <input type="checkbox"/> DEBIT	9. <input type="checkbox"/>
(1) REASON FOR NOT PROCESSING		(2) PRESCRIBING REGULATION	
(a) DISCREPANCY WAS NOT REPORTED WITHIN THE TIME FRAMES ALLOWED AND/OR (b) DOLLAR VALUE DOES NOT MEET THE CRITERIA PRESCRIBED IN THE REGULATION OR AGREEMENT INDICATED IN (1)		(a) CHAPTER 8 OF THE GSA HANDBOOK, DISCREPANCIES OR DEFICIENCIES IN GSA OR GPO SHIPMENTS, MATERIAL OR BILLING (FPMR 101-11.6) (b) CHAP. 2 AND/OR 7 OF GPO 4800.10-7-21 MILITARY STANDARD BILLING SYSTEM (MIL BILL) CHAPTER 10 101.1 U.S. GPO OFFER AND ACCEPTANCE IS APPLICABLE	
20. THE FOLLOWING DISPOSITION IS TO BE MADE OF THE REFERENCED MATERIAL:			
a. <input type="checkbox"/> PROCESS FOR DISPOSAL IN ACCORDANCE WITH SERVICE AGENCY DIRECTIVES. c. <input type="checkbox"/> RETAIN MATERIAL AT NO CHARGE.	b. <input type="checkbox"/> REPRESENTATIVE WILL CALL FOR DISCUSSION CONCERNING DISPOSITION IN: d. <input type="checkbox"/> MATERIAL WILL BE PICKED UP IN:	DAYS DAYS	
e. <input type="checkbox"/> SHIP MATERIAL (Specify Section): (1) <input type="checkbox"/> GSA APPROPRIATION CHARGEABLE. (2) <input type="checkbox"/> CHARGES COLLECT VIA: <input type="checkbox"/> FREIGHT <input type="checkbox"/> EXPRESS <input type="checkbox"/> PARCEL POST (3) <input type="checkbox"/> PARCEL POST LABEL ATTACHED (4) <input type="checkbox"/> FREIGHT PREPAID			
f. <input type="checkbox"/> OTHER (Specify):			
21. <input type="checkbox"/> IF MATERIAL IS STILL REQUIRED, SUBMIT NEW REGISTRATION		22. <input type="checkbox"/> REPLACEMENT WITH SATISFACTORY MATERIAL WILL BE MADE ON OR BEFORE:	
		DATE	
23. REMARKS (Continue on separate sheet of paper if necessary)			
24. TYPED OR PRINTED NAME AND PHONE NUMBER OF PREPARING OFFICIAL		25. SIGNATURE	
		26. DATE	

FIGURE 1. Report of Discrepancy - continued

DATA ITEM DESCRIPTION						Form Approved OMB No 0704-0186																																				
1 TITLE REPORT OF RECEIPTS, INVENTORY, ADJUSTMENTS, AND SHIPMENTS OF GOVERNMENT PROPERTY						2 IDENTIFICATION NUMBER DI-MGMT-80442																																				
3 DESCRIPTION PURPOSE 3.1 This report provides data regarding receipt, balance on-hand, adjustment and shipment of Government property. (Accountability for assets is retained by the Government.) 3.2 This report provides documents required to (a) support adjustment of property and financial inventory accountings records, and (b) provide information as a basis for claims.																																										
4 APPROVAL DATE (YYMMDD) 870917		5 OFFICE OF PRIMARY RESPONSIBILITY (OPR) A/AMSMC-MMD				6a DTC APP. CABLE	6b GSEP APP. CABLE																																			
7 APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement for this data included in the contract. 7.2 This DID is applicable when contractors are responsible for maintaining custodial records for Government property being repaired.																																										
8 APPROVAL LIMITATION				9a APPLICABLE FORMS		9b AMSC NUMBER A4218																																				
10 PREPARATION INSTRUCTIONS 10.1 <u>Format.</u> The report shall be in the following format: <table style="width: 100%; margin-top: 10px; border-collapse: collapse;"> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td style="text-align: center;">6</td> <td style="text-align: center;">7</td> </tr> <tr> <td style="text-align: center;">NSN RECD</td> <td style="text-align: center;">RELATED NSN</td> <td style="text-align: center;">DOCUMENT NUMBER</td> <td style="text-align: center;">SERIAL NUMBER</td> <td style="text-align: center;">QTY RECEIVED</td> <td style="text-align: center;">DATE RECEIVED</td> <td style="text-align: center;">BALANCE ON-HAND</td> </tr> <tr> <td style="text-align: center;">8</td> <td style="text-align: center;">9</td> <td style="text-align: center;">10</td> <td style="text-align: center;">11</td> <td style="text-align: center;">12</td> <td style="text-align: center;">13</td> <td style="text-align: center;">14</td> </tr> <tr> <td style="text-align: center;">CONDITION CODE</td> <td style="text-align: center;">NSN SHIPPED</td> <td style="text-align: center;">QTY SHIPPED</td> <td style="text-align: center;">DATE SHIPPED</td> <td style="text-align: center;">SHIPMENT NUMBER</td> <td style="text-align: center;">ADJUSTMENT QTY (+/-)</td> <td style="text-align: center;">EXPLANATION GAIN/LOSS</td> </tr> <tr> <td colspan="7" style="padding-top: 10px;"> 15 REMARKS </td> </tr> </table>								1	2	3	4	5	6	7	NSN RECD	RELATED NSN	DOCUMENT NUMBER	SERIAL NUMBER	QTY RECEIVED	DATE RECEIVED	BALANCE ON-HAND	8	9	10	11	12	13	14	CONDITION CODE	NSN SHIPPED	QTY SHIPPED	DATE SHIPPED	SHIPMENT NUMBER	ADJUSTMENT QTY (+/-)	EXPLANATION GAIN/LOSS	15 REMARKS						
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15 REMARKS																																										
10.2 <u>Content.</u> All Government repairables on-hand as of close of business of the period specified in the DD Form 1423 and all assets received and shipped during the period shall be included in the report. The content of the report shall be as follows: <div style="margin-top: 10px;"> 10.2.1 <u>Change in National Stock Number (NSN).</u> If asset is received under one NSN and modified to another configuration, the new NSN shall be reported in Column 9. </div> <div style="margin-top: 10px;"> 10.2.2 <u>Component disassembly or reassembly.</u> </div>																																										
11 DISTRIBUTION STATEMENT DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.																																										

Block 10, Preparation Instructions (Continued)

10.2.2.1 If a stock-numbered component is removed from the item being repaired and not reassembled to the repairable, only the following columns of data shall be reported:

- a. Col 1 - NSN of the component removed.
- b. Col 2 - NSN of the asset from which the component was removed.
- c. Col 3 - Document number of the repairable from which the component was removed.
- d. Col 4 - Serial number of the repairable from which the component was removed, if applicable.
- e. Col 5 - Quantity removed.
- f. Col 15 - Receipt from component disassembly.

10.2.2.2 When a stock-numbered component removed from one repairable is being reassembled to another repairable, the following shall be reported. It may be combined with the entry for removal of the component.

- a. Col 1 - NSN of the component utilized.
- b. Col 9 - NSN of the repairable asset upon which the component was utilized.
- c. Col 10 - Quantity of the component utilized.
- d. Col 11 - Date utilized.
- e. Col 12 - Document number of the repairable upon which the component was utilized.
- f. Col 15 - Issue to component assembly.

10.2.3 Inventory. Should contractor custodial records require an adjustment following a physical inventory, the quantity adjusted (+ or -) shall be reported in col 13 of the report for that period.

10.2.3.1 Should col 13 be utilized to report an adjustment quantity, the circumstances of the loss or gain shall be explained in col 14.

10.2.4 Report dates. Ordinal dates shall be used for report dates. The Ordinal date is comprised of the last two digits of the calendar year and the Julian day of the year.
Example: 30 Jan '87 shall be written as 870730.

CONTRACT DATA REQUIREMENTS LIST
DD FORM 1423 (MECHANIZED)

CATEGORY: MISC
TO CONTRACT/PR:

SYSTEM/ITEM:

1. SEQUENCE NUMBER	14. DISTRIBUTION	DRFT/REG/REPRO COPIES
2. TITLE OF DATA ITEM		
3. SUBTITLE		
4. DATA ITEM NUMBER		
5. CONTRACT REFERENCE		
6. TECHNICAL OFFICE	7. DD 8. APP 9. DIST STATEMENT	
	250 CODE REQUIRED	
10. FREQUENCY	11. AS OF DATE	15. TOTAL:
12. DATE OF 1ST SUBMISSION	13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS		

1. A001	14. AMSTA-LC-CIAT	/ 1/
2. TRANSPORTATION DISCREPANCY REPORT		
3.		
4. DI-MGMT-80544A		
5. SOW, ACTBY INST,para 3a(1)		
6. AMSTA-LC-CIA	7. NO 8.	9. N/A
10. ASREQ	11. ASREQ	15. TOTAL 0/ 1/ 0
12. *	13.	
16. REMARKS		
*SUBMISSION REQUIRED UPON DISCOVERY OF TRANSPORTATION DISCREPANCY WHEN MATERIEL IS RECEIVED AT CONTRACTOR'S FACILITY. E-MAIL: mosleya@tacom.army.mil		

1. A002	14. AMSTA-LC-CIAC	/ 1/
2. REPORT OF SHIPPING (ITEM) AND		
3. PACKAGING DISCREPANCY		
4. DI-MGMT-80503		
5. SOW,ACTBY INST,para 4a(2)		
6. AMSTA-LC-CIA	7. NO 8.	9. N/A
10. ASREQ	11. ASREQ	15. TOTAL 0/ 1/ 0
12. *	13.	
16. REMARKS		
*SUBMISSION REQUIRED UPON DISCOVERY OF SHIPPING DISCREPANCY WHEN MATERIEL IS RECEIVED AT CONTRACTOR'S FACILITY. REPORT SHALL BE SUBMITTED WITHIN 3 DAYS OF DISCOVERY. E-MAIL: rods@ria.army.mil		

1. A003	14. AMSTA-LC-CIM-D	/ 1/
2. REPORT OF RECEIPTS, INVENTORY ADJUSTMENTS		
3. AND SHIPMENTS		

Exhibit A

4. DI-MGMT-80442

5. SOW, ACTBY INST para 3,4

6. AMSTA-LC-CIA 7. NO 8. 9.N/A

10. ASREQ 11. ASREQ 15. TOTAL 0/ 1/0

12. * 13.

16. REMARKS

*SUBMISSION REQUIRED MONTHLY ONLY WHEN MATERIAL IS ON HAND.

E-MAIL: noel@ria.army.mil
